



City of Tigard

Tigard City Council Meeting Minutes December 18, 2014

1. GROUND RULES MEETING

Mayor Cook called the City Council meeting to order at 2:57 p.m.

Council Present:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Cook	✓	
Councilor Buehner		✓
Councilor Snider	✓	
Council President Henderson	✓	
Councilor Woodard	✓	

Others Present: Councilor-Elect Goodhouse, City Manager Wine, Assistant City Manager Newton, Deputy City Recorder Alley and Consultant Lenny Borer

2. DiSC RESULTS

Consultant Borer reviewed the DiSC results as provided in the meeting packet explaining the DiSC culture as:

D = dominance trait showing direct and strong will behavior.

i = influencing trait showing outgoing, enthusiastic, lively and talkative behavior.

S = steadiness trait showing tactful, humble, and easy going behavior.

C = conscientious trait showing analytical, reserved, private, systematic and detail behavior.

Mr. Borer explained people have a primary and secondary set of traits and traits get stronger the closer to the dot gets to the edge of the circle toward a word. A successful meeting for two members would be where things are getting done, one person wants to ensure the numbers are accurate and two members do not have strong tendencies. He reviewed the rest of the pages exploring the best ways each councilor would interact and their needs for successful meetings.

Council President Henderson stated there is not a strong S in the group and it could be healthy for the group to work on that trait.

City Manager Wine asked what effects the group culture and decision making process have for meetings. Mr. Borer replied the group culture tends to be Di, which needs action, results and enthusiasm.

City Manager Wine said the executive staff took the DiSC assessment and they came out as a strong D culture.

3. DISCUSSION ON GROUND RULES

Mr. Borer handed out the 2013 Groundrules and asked for any suggested changes.

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Consensus was met to review the Groundrules annually.

Discussion commenced on Council Liaison Reports being held during the Study Sessions instead of at the end of the meeting and making sure all members are reporting back more often. Concern was expressed about the need for some reports to be during the business meeting in order to be captured on tape as it would benefit the public to hear. Mayor Cook stated any reports that councilors wished to provide during the business meeting could be done during the Non Agenda Items and he would just need to be notified in advance of the meeting. Council agreed to change the Council Liaison Reports to the Study Session agenda and to add language to the second bullet under Council Liaisons regarding reporting back to council on a regular basis.

Discussion commenced on interpersonal relations and the need for amended language regarding removing someone from a committee or board if they are not a positive representative of the city. Council agreed to add language stating it is expected the council liaison will be a positive representative of the city promoting positive relations with other parties and can be removed by a majority vote of the council.

4. DISCUSSION ON MEETING EXPECTATIONS

Mayor Cook suggested investing in a speaking queue system to help with ensuring everyone who wants to speak is recognized and done so before others speak multiple times. City Manager Wine said staff is currently looking into a system.

Discussion commenced on the meetings kept moving along and not waylaid on a single topic or question. Mr. Borer suggested the council president be responsible for keeping time and assisting the mayor with moving the meeting along. Mayor Cook stated he was comfortable with others helping keep the time and to nudge him when time has run out for an item.

5. PROBLEM SOLVING

Mr. Borer asked if there were any issues that needed to be addressed.

Councilors discussed the follow-up with councilors if there are any changes to a meeting agenda or something that might come up at a meeting and the role of the council president and expectations. It was identified the council president serves as the mayor at meetings in the absence of the mayor, needs to be flexible with their time, a team player, good sense of humor, get along with all members and communicate with all members, when asked, as an additional resource for the mayor.

Discussions occurred regarding a rotation allowing for all members serving as the council president. There was not unanimous support for this type of method.

Discussion occurred about the council president attending liaison meetings in the mayor's absence. There was consensus the committee liaison is appointed to serve in that capacity for outside liaison meetings, but the council president covers council meetings.

6. 2015 BOARD AND COMMITTEE LIAISON ASSIGNMENTS

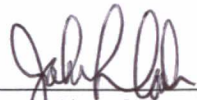
Council reviewed the Liaison table and filled in liaison assignments.

7. ADJOURNMENT

Mayor Cook adjourned the meeting at 6:33 p.m.


Norma I. Alley, Deputy City Recorder

Attest:


Mayor, City of Tigard
Date: May 24, 2015